



Jim Doyle, Governor
Mary P. Burke, Secretary

Wisconsin Department of Commerce, Bureau of PECFA

Bid Document

SECTION 1 - Scope of Work

The Bureau of PECFA is seeking competitive bids to perform remedial services for a petroleum release from a regulated petroleum product storage tank system. This bid is for a specified work scope. The site upon which bids are being solicited is:

Bid Round: 45
Comm #: 53566-9803-34
BRRTS #: 03-23-000763
Site Name: Inserta-Kard Station
Site Address: N3105 Aebly Rd, Monroe, 53566
Site Manager: Jim Kralick
Address: 2514 Morse St
City, State Zip: Janesville, WI 53545-0249
Phone: 608-743-4841
e-mail: James.Kralick@Wisconsin.gov
Bid Manager: Ralph N. Smith
Address: P.O. Box 8044
City, State Zip: Madison, Wisconsin 53708-8044
Phone: (608) 261-6543
e-mail: Ralph.Smith@Wisconsin.Gov

Bid-Start Date:	9/18/2006
Questions must be received by (See Section 2 (B)):	10/2/2006, 4:00 PM
Responses will be posted by (See Section 2 (B)):	10/20/2006
Bid-End Date and Time:	11/3/2006, 4:00 PM

The case file, including report(s) and other pertinent information upon which bids are being sought, are available for review at the Site Manager's location listed above. Please contact the Site Manager for an appointment to review the file.

Copies of report(s) and other pertinent information are available for purchase at the location listed below. If pertinent information is not available, please contact the Site Manager.

Action Legal – Madison

Phone: (608) 663-1041 Fax: (608) 663-1045

SECTION 2 – Site-Specific Bid Requirements

A) Bid Manager Comments

1) General Comments:

The site is a former retail petroleum station with three former USTs (10,000 gallons each) that contained leaded and unleaded gasoline and diesel fuel. In April 1991, a product dispenser line associated with the UST system was found to be leaking. A site investigation was begun in 1991. The USTs were removed some time in 1992. The stratigraphy across the investigated area consists of sediments ranging from silty clay to sandy silt to a depth of approximately 12 to 15 feet below ground surface (bgs). Unconsolidated sediments are underlain by limestone bedrock down to ~90 feet bgs. At ~90 feet bgs the limestone bedrock reportedly changes to dolomite bedrock, which extends to ~180 feet bgs. At ~180 feet bgs, the dolomite bedrock changes to sandstone bedrock.

In August 1997, approximately 1,535 tons of contaminated soil was excavated down to the bedrock surface. Minimal to no soil contamination appears to have been left in place. The static water table is present beneath the site at between 36 and 42 feet bgs in the fractured limestone bedrock (upper limestone unit). Monitoring wells MW-1R, MW-2, MW-3, MW-4, MW-5 are all installed within the upper limestone unit and screened within the interval between 37 and 50 feet bgs. Piezometers MW-4P, MW-5P, and MW-7P are installed in the lower limestone bedrock unit and are screened at ~80 to 85 feet bgs. Piezometer MW-6-DL is installed within the dolomite bedrock unit and is screened at ~120 to 125 bgs. Piezometers MW-6-SS, MW-8-SS, and MW-9-SS are installed within the sandstone bedrock and are screened from ~180 to 190 feet bgs.

The extent of groundwater contamination at the water table has not been defined to the west of MW-1R, which continues to have free product present. In addition, the extent of groundwater impacts has not been defined in the lower limestone aquifer, as indicated by impacts to piezometers MW-5P and MW-7P. The extent of groundwater contamination in the deep sandstone aquifer appears to be defined based on results from piezometers MW-6-SS, MW-8-SS, and MW-9-SS. Groundwater generally flows to the west/southwest across the site.

Please note that claim preparation costs will be a part of the cost cap established by this bid. These costs (\$500 maximum per claim submittal) are eligible for PECFA reimbursement and Commerce encourages timely claim submittals at appropriate milestones. Therefore, bidding consultants shall include claim preparation costs in their bid responses.

2) Minimum Remedial Requirements:

1. Install one two-inch diameter monitoring well to further investigate groundwater impacts at the water table (upper limestone interval). The water table well shall be installed in the upper limestone unit and have a ten-foot screened interval. The water table well should be installed approximately 75 feet west of existing well MW-1/MW-1R and shall be labeled MW-6. The newly installed well shall be surveyed to the national geodetic survey datum, per the requirements of s. NR 141.065(2). All contaminated material generated at this site as part of the bid scope of work must be properly stored and disposed/treated in accordance with State regulations. Soil analytical sampling is not required during the additional well installation. The consultant selected to complete

this work scope bid must satisfy all sampling and field work requirements per s. NR 712.05(1).

2. Conduct quarterly free product monitoring and recovery at any well where product is present (MW-1R). Free product recovery can be accomplished by hand bailing, pumping, or vacuum removal. Water table elevations, free product thickness in wells, and the volume of free product recovered shall be submitted in the final report. The cost for free product disposal must be included in the bid. Bidders must include on page two of their bid response, a per gallon unit disposal cost (commodity cost only) to be used to adjust the cap in the event that a volume significantly more or less than is estimated is actually removed and disposed.

3. Groundwater monitoring shall be conducted for two consecutive quarters and shall follow the protocol of the following table:

Wells	Sample Quarterly	Final Sampling Round
New well	VOCs first round PVOCs second round	RNA Parameters*
Existing wells/piezometers MW-1R, MW-4P, MW-5P, MW-6-SS, MW-7P, MW-8-SS, MW-9-SS, onsite private well	PVOCs	RNA Parameters*

*Remediation by Natural Attenuation parameters. Bidders should follow the recommended RNA parameter list found on TABLE C-1 in Appendix C of the Wisconsin Department of Natural Resources *Guidance on Natural Attenuation for Petroleum Releases*, PUB-RR-614, March 2003.

Groundwater samples shall be collected from all of the designated monitoring wells, unless free product is present. The private potable well on site should also be sampled for PVOCs during BOTH groundwater sampling events. All contaminated material generated at this site as part of the bid scope of work must be properly stored and disposed/treated in accordance with State regulations.

4. Comply with the reporting requirements per Comm 47.70.

5. A final report shall be submitted to include tabulated results for all historical groundwater analytical results collected during the entire site investigation and all historical groundwater elevation data. Groundwater flow direction shall also be calculated and presented on site plans for each quarterly groundwater sampling event. Site plans depicting the extent of residual groundwater contamination shall also be submitted.

Completion of SOW / Closure Submittal

While this bid is not a bid to closure, there is a possibility of attaining closure at the conclusion of the scope of work (SOW) conducted under this bid. Upon completion of the SOW discussed above, evaluate site conditions and all historical soil and groundwater analytical data, and evaluate the potential for closure consistent with the requirements of ch. NR 726, Wis. Adm. Code. Bid responses will include a separate contingency cost to prepare and submit a complete closure report and GIS Registry packet (and all other closure related costs), for closure consideration by the Department of Natural Resources, if closure can be realized. The closure report must include the

data results and documentation of the work activities completed in accordance with this bid.

On page 2 of the bid response provide a tabulation of total bid costs. The lowest cost bid will be determined based on the total bid amount. Subsequent cost caps may be determined following the successful completion of all the activities under the initial cost cap. Approval shall be obtained through a request to Commerce (the DNR Project Manager shall be copied). The request shall include total costs incurred to date under the existing cap. The subsequent cost cap will be determined using the values provided on page 2 of the bid response. The subsequent cost cap amount may then be adjusted up or down based on the outcome of the remedial activities.

3) Reporting Timeframes:

Within *60 days* of the Commerce notification of the maximum reimbursement amount, the responsible party (RP) must execute a written contract with one of the firms that submitted a bid. Failure to execute the written contract within this time will result in ineligibility of interest expenses incurred from the date of the reimbursement cap letter until a contract is executed and work commences at the site. Work must commence within *45 days* of signing a contract. There are specific reporting requirements in Comm 47.70 to monitor the progress of activities at each bid site and there may be additional reporting requirements outlined above. The consulting firm that is contracted to complete the scope of work is required to report the progress of this site to Commerce electronically on the web site at each of the following points:

1. Within fourteen days of executing or terminating a contract with the RP.
2. Three months after entering into the contract with the RP.
3. Twelve months after beginning the work in the successful bid, unless the project is completed before that time (point 6 applies).
4. Twelve months after submitting the previous report (point 3), unless the project is completed before that time (point 6 applies).
5. No later than 10 days after encountering a change in circumstances (the list of circumstances is in Comm 47.70 (3)).
6. No later than 30 days after completing the work.
7. As directed by Commerce.

If Commerce determines that the consulting firm is failing to make adequate progress to complete the scope of work, Commerce will notify the RP and may reduce the reimbursement to accurately reflect the work completed.

4) Claim Submittal:

A claim must be submitted to Commerce within 120 days of submitting the report described in *Reporting Timeframe, point #6*. If a claim is not submitted by the deadline described above, interest costs from the date the report (point #6) is submitted to the date the claim is received will not be reimbursed to the claimant. The claim preparation cost must be included in the Total Bid Amount and is considered within the reimbursement cap.

B) Questions and Answers

Questions, answers and interpretations will be considered an amendment of this solicitation. All questions must be submitted in writing (fax and electronic mail

submittals are acceptable) to the Bid Manager identified in Section 1 of this solicitation. All answers and interpretations shall be in writing from the Bid Manager. Neither the PECFA program nor Commerce shall be legally bound by any amendments or interpretations that are not in writing. Bidders are not to contact other personnel located within the Department of Commerce/Bureau of PECFA concerning the site or the bid solicitation between the Bid Announcement Date and Bid End Date. No further questions will be addressed after the deadline for submitting questions identified in Section 1.

SECTION 3 - Conditions of Bid

The successful bidder will be the entity that complies with all provisions of the bid and provides the lowest total cost, excluding interest, for the site-specific bid requirements described in Section 2. In preparing the bid, the bidder must assume compliance with all applicable codes, including, but not limited to, §Comm 46, §Comm 47, and §NR 700 Wis. Admin. Codes.

The bid Commerce selects to determine the least costly method of remedial action will be the least costly qualified bid. Commerce will rank the bids solely on the basis of cost. Evaluation of bids will continue until the least costly qualified bid is identified. Submittals from an individual or firm during their period of disqualification from bidding, submittals received late and for submittals without a certified commitment (performance assurance and/or signature) will not be considered as bids. Commerce may disqualify a bid for the following reasons:

- Requirements of the bid specifications have not been met.
- The remedial strategy is not appropriate to the geologic setting.
- A Total Bid Amount is insufficient to fund the activities described in the bid specifications.

Commerce reserves the right to reject any and all bids.

Any proposed technology or methods used in the remediation must be allowed for use in the State of Wisconsin and approvable by the agency with jurisdiction (Natural Resources or Commerce).

The bidder Commerce intends to select may be required to provide input to and attend a meeting with the PECFA program and the claimant to explain the bid and remedial approach.

If a bid is disqualified, Commerce will provide written notification to any individual or firm that submitted a disqualified bid. The notification shall specify the reasons for the disqualification, and inform the individual or firm of their right to protest or appeal the decision. If a bid is more costly than the bid Commerce intends to select, the bid will not be reviewed.

The *Notice of Intent* will identify the least costly bid, disqualified bid(s) and bid(s) not reviewed. The *Notice of Intent* will be sent to the RP and will be posted on PECFA's Internet Web site.

SECTION 4 - Instructions to Bidders

Between the bid start and end dates, bidders shall not discuss or attempt to negotiate any aspects of the bid with the RP, other potential bidders or program staff without prior approval of the Bid Manager identified in Section 1. Infractions will result in rejection of

the violator's bid and may result in a formal complaint being filed with the Department of Regulation and Licensing.

If access to the site is necessary for the preparation of a bid, access shall be arranged through the Bid Manager. If the Bid Manager is not able to arrange site access, this will not delay the bid process nor negate the comparison and selection from among the bids submitted. All costs associated with a site visit or preparation of a bid will be the bidder's responsibility.

The Bidding Process must conform to the following:

1. The Bid Response shall address all the site-specific bid requirements identified in Section 2.
2. The total bid amount to accomplish the stated goal must include all fees, reporting costs, pre- and post-closure costs and costs for establishing restrictions or institutional controls, when applicable (interest costs are excluded).
3. The submittal must include a copy of the Bid Response document signed by a Professional Engineer, Professional Geologist, Hydrologist or Soil Scientist licensed by the State of Wisconsin. The appropriate registration number of the professional license must be included. Registration requirements are listed in Comm 5.
4. Bids *cannot* be faxed directly to the program. Documents received by fax will not be considered.
5. Bids, amendments thereto or withdrawal requests must be received by 4 pm on the bid end date.
6. The consulting firm's name must be included and all pages of the Bid Response.
7. All costs must be printed (ink, typewritten or computer). Errors must be crossed out, corrections entered and initialed by the person signing the bid. Correction fluid is not allowed. No bid shall be altered or amended after the time specified for the bid end date.
8. Each bidder shall fully acquaint themselves with conditions relating to the scope and restrictions attending to the execution of the work under the conditions of this bid. The failure of a bidder to acquaint themselves with existing documented conditions shall in no way relieve any obligation with respect to this bid.
9. All amendments to and interpretations of this bid shall be in writing from the Bid Manager. Neither Commerce nor the program shall be legally bound by any amendment or interpretation that is not in writing.
10. This bid is intended to promote competition. If the language, specifications, terms and conditions, or any combination thereof restricts or limits the requirements in this bid to a single source, it shall be the responsibility of the interested bidders to notify the program in writing so as to be received five days prior to the opening date. The bid may or may not be changed; however a review of such notification will be made prior to award.

SECTION 5 - Bidder Disqualification

Commerce may disqualify from public bidding any individual or firm that has committed any of the following (Comm 47.67 (1) (a)):

- 1) Failed to complete the scope of work within the reimbursement cost cap established through public bidding.
- 2) Failed to complete the scope of work in a bid in a timely manner.
- 3) Failed to follow DNR rules on the bid project.
- 4) Received one or more notices from Commerce under s. Comm 47.62 (2) that assess the financial management of an investigation as unacceptable.
- 5) In any prior occurrence that has been publicly bid, failed to do either of the following:
 - a. Pay subcontractors after receiving payment for them.
 - b. Obtain lien waivers on or before the date of the final payment by the RP or the PECFA program, from all subcontractors paid under subd. 5. a.
- 6) Failed to execute a contract with the RP as required in s. Comm 47.69 (1).
- 7) Failed to commence work within 45 days after executing a contract, as required in s. Comm 47.69 (3).

Commerce may disqualify any individual or firm from performing further work on a project if the individual or firm has not completed any of the six reporting points required in Comm 47.70 and outlined in Section 2 of this bid document. Commerce will review and address the issue as stated in Comm 47.70 (4).

BID RESPONSE
(1st Page)

Department of Commerce PECFA Program

SITE NAME: Inserta-Kard Station
COMMERCE #: 53566-9803-34
BRRTS #: 03-23-000763

Submit Bid Response To: Cathy Voges
Public Bid Response
Department of Commerce PECFA Bureau
201 W Washington Ave, Madison WI 53703-2790 or
PO Box 8044, Madison WI 53708-8044

Consulting Firm Name: _____

Address: _____

Telephone: () - _____

Fax Number: () - _____

E-mail Address: _____

Bidder (check one that applies):

<input type="checkbox"/>	Professional Engineer	License # _____
<input type="checkbox"/>	Professional Geologist	License # _____
<input type="checkbox"/>	Hydrologist	License # _____
<input type="checkbox"/>	Soil Scientist	License # _____



Use this box to certify (by marking with a check or X) a commitment to complete the work described in the bid specifications in its entirety for the Total Bid Amount proposed below. Failure to provide this performance assurance will disqualify this bid response. Providing unsolicited qualifications and/or contingency statements in your bid submittal will disqualify the bid response.

Total Bid Amount: \$ _____

Print Name: _____

Title: _____

I certify that I have the authority to commit my organization or firm to the performance of the bid I have submitted.

Signature: _____

Personal information you provide may be used for secondary purposes [Privacy Law, s. 15.04(1)(m)].

BID RESPONSE
(2nd Page)

Department of Commerce PECFA Program

SITE NAME: Inserta-Kard Station
COMMERCE #: 53566-9803-34
BRRTS #: 03-23-000763

Consulting Firm Name: _____

A bid will be considered non-compliant if the bid response does not include a separate tabulation of costs for each activity.

1	Install 1 monitoring well, including surveying, as described in Item #2. Includes completion of required documentation, disposal of all wastes generated, well development, additional labor, and includes mileage and per diem.	\$ _____
2	Conduct free product monitoring, abatement, and disposal, and includes mileage and per diem.	\$ _____
3	Conduct quarterly groundwater monitoring for two successive quarters (includes all analytical costs and waste disposal) and includes mileage and per diem.	\$ _____
4	Prepare a final report documenting completion of the bid work scope (including, but not limited to all documentation of all analytical results, groundwater flow direction diagrams, and extent of contamination diagrams).	\$ _____
5	PECFA Claim Preparation	\$ _____
6	Other (please explain)	\$ _____
7	Reporting Requirements per Comm 47.70	\$ _____
8	Total Bid Amount (sum) -> also include on Page 1 of bid response	\$ _____
9	Contingency – prepare and submit a complete closure report and GIS Registry packet (and all other closure related costs, such as well abandonment, drum disposal, mileage and per diem), for closure review by DNR (copy to Commerce).	\$ _____
10	Contingency - free product/contaminated groundwater disposal (commodity cost only) (\$/gallon)	\$ _____
11	Contingency – groundwater monitoring for one sample round (PVOs) only at all sample locations, including elevation and mileage and per diem.	\$ _____
12	Contingency – Reporting Requirements per Comm 47.70	\$ _____